



Request for City Council Committee Action

Date: November 14, 2007

To: Council Member Gary Schiff, Chair of Zoning and Planning Committee

Subject: Appointment(s) to the Board of Adjustment

Recommendation: Approve the following Council appointment

Appointee Name and Category if any	Appointed by Council	Ward	Number of years of term	Term Beginning/Ending	Replacing or fulfilling the term of another member: Name, Expiration Date
Paul Gates (Re-appointment)	Council	11	2	12/31/2007-12/31/2009	
John Finlayson (Re-appointment)	Council	13	3	12/31/2007-12/31/2010	
Chris Koch	Council	11	3	1/1/2008-12/31/2010	
Bruce Manning	Council	13	3	1/1/2008-12/31/2010	

Prepared by Cindy Phillips, Committee Clerk (612-673-3552)

Presenters in Committee Jack Byers, Supervisor, CPED-Planning, Preservation and Design

Financial Impact: No financial impact. Action is within current department budget.

Background/Supporting Information Attached

- Roster of current Board of Adjustment
- Re-appointment letter for Paul Gates
- Re-appointment for John Finlayson
- Application for BOA by Chris Koch
- Application for BOA by Bruce Manning

*Department of Community Planning
and Economic Development (CPED)*

Minneapolis Board of Adjustment
(November 1, 2007)

Name	Appointing Agency	Date of original appointment	Term currently being served	Expiration of current term	Ward
Gates, Paul (Chair)	City Council	02/16/2001	Third	December 31, 2006	11
Perry, Matt (Vice Chair)	City Council	06/17/2005	First	December 31, 2008	13
Matt Ditzler	City Council	06/17/2005	First	December 31, 2008	5
John Finlayson	City Council	08/27/1999	Third	December 31, 2007	13
Maissa Lasky	City Council	02/21/1997	Fourth	December 31, 2008	7
Alissa Luepke Pier	City Council	09/01/2006	First	December 31, 2009	3
Peter Rand	City Council	08/27/1999	Third	December 31, 2007	7

Excerpt from:

Minneapolis Code of Ordinances, Title 20 Zoning Code

Chapter 525, Administration and Enforcement, Article II, Duties of Decision Making Bodies and Officials,
Section 525.110, Board of Adjustment, article (d) *Membership*:

The board shall consist of nine (9) members who shall be appointed by the city council from an advisory list submitted to it by the city planning commission. All appointments shall be made after solicitation of resident nominees from organizations broadly and geographically representative of community interests. Members shall serve for a term of three (3) years, and shall be appointed as the terms of the present members of the existing board of adjustment expire. All members shall continue in office until their successors are appointed. Any member of the board may be removed therefrom for cause by the city council.

Minneapolis Planning Department

350 South Fifth Street, Room 210

Minneapolis, MN 55415-1385

(612) 673-2597 Phone

(612) 673-2728 Fax


MEMORANDUM

DATE: November 14, 2007

TO: Council Member Gary Schiff, Chair, Zoning & Planning Committee
Members of the Zoning & Planning Committee

FROM: Cindy Phillips, Board of Adjustment Committee Clerk

SUBJECT: Re-Appointments to the Board of Adjustment



The Board of Adjustment currently has two members that would like to be recommended for re-appointment to serve a three-year term. On November 13, 2007, the City Planning Commission approved forwarding these members for re-appointment. Staff recommends that these members be forwarded for full consideration by the City Council.

In addition, the Board of Adjustment, which is authorized to have nine members, currently has two vacancies. Three applicants were interviewed for the vacant positions. On November 13, 2007, the City Planning Commission recommended appointment of Chris Koch and Bruce Manning to the Board of Adjustment. Their resumes are attached. The candidates would each serve a three-year term.

Thank you.

November 6, 2007

Paul Gates Architect

Mr. Jack Byers
Minneapolis Community Planning & Economic Development Department
Planning Division
350 South 5th Street, Room 210
Minneapolis, MN 55415-1385

Re: **Zoning Board of Adjustment
Request for Reappointment**

Dear Mr. Byers:

I wish to extend my appointment to the Board of Adjustment for an additional term.

If you have any questions or require further information as part of the reappointment process, please contact me. Thanks very much.

Best regards,

A handwritten signature in black ink, appearing to read 'Paul Gates', with a stylized flourish at the end.

Paul Gates, AIA



*Do not submit resumes, letters of recommendation or additional sheets.
Applications will be accepted until 4:30 PM on the date stated in the Volunteer Opportunity Notice. Any questions, please call 673-3358.*

PLEASE RETURN COMPLETED APPLICATIONS TO:

CITY CLERK-OPEN APPOINTMENTS
ROOM 304
350 SOUTH FIFTH STREET
MINNEAPOLIS, MN 55415-1382

FAX: 612/673-3812

E-mail address: cityclk@ci.minneapolis.mn.us

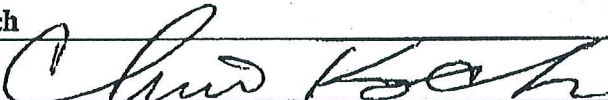
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Application for Appointment to a City of Minneapolis Board, Commission, Committee or Task Force

Some of the information on this form is public data under the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13. The data is being requested so that the appointing authority can make an informed decision as to the appointment to the relevant board, commission, committee or task force. An applicant is not required to provide any information; however, failure to answer any of the questions on this application may cause the appointing authority to reject the application or to select another candidate. The data on this form will be maintained by the City of Minneapolis in accordance with the Minnesota Government Data Practices Act and the non-public portions of the form, if any, will be available to individuals working for the City whose work assignments reasonably require access.

**The information provided on this page is open to the public per the
Minnesota Government Data Practices Act**

Title of the Board, Commission, Committee or Task Force this application is for
The Minneapolis Zoning Board of Adjustment

Name: Chris Koch	Ward: 11
Signature: 	Date: July 16, 2007

Occupation: [REDACTED]	Employer: [REDACTED]
Employer's Address: [REDACTED]	

Describe your background related to any required or desirable qualification listed in the Notice. Include applicable experience with civic, professional or volunteer organizations and other city boards or commissions. List any awards or special recognition. <p>Twenty five years ago I served on the Richfield Human Rights Commission where I experienced first-hand the important role of citizen participation in the affairs of the city. I made lasting, positive impacts that made the city a better place to live for all residents. Now, I long to be involved in a similar capacity with the Zoning Board of Adjustment. I have a fair amount of experience in community design and development, architecture and so-called "New Urbanism" principles. I love the city of Minneapolis and, for the most part, I love the way the city is changing and embracing the future and (for the most part) respecting the past. I have been very involved with our neighborhood church (1,000 families), chairing the annual fall festival as well as property beautification efforts.</p>
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Instructions:

1. Complete both pages of this application.
2. Do not submit resumes, letters of recommendation or additional sheets.
3. Personally deliver, e-mail, or fax applications by 4:30 PM or postmark by the date stated in the Vacancy Notice.
4. Call 612-673-3358 with any questions.
5. Return completed applications to:
City Clerk Appointments, Room 304, 350 South Fifth Street, Minneapolis MN 55415-1382
Fax: 612-673-3812
E-mail: cityclerk@ci.minneapolis.mn.us

FILED
MINNEAPOLIS, MINN
07 JUL 16 AM 10:40
CITY CLERK
DEPARTMENT

**The information provided on this page is considered private per the
Minnesota Government Data Practices Act**

ADDRESS: [REDACTED]		ZIP +4: [REDACTED]
Home and/or Wireless Telephone Number: [REDACTED]	Work Telephone Number: [REDACTED]	Fax: [REDACTED]
E-Mail Address: [REDACTED]		

Twenty five years ago I served on the Richfield Human Rights Commission where I experienced first-hand the important role of citizen participation in the affairs of the city. I made lasting, positive impacts that made the city a better place to live for all residents. Now, I long to be involved in a similar capacity with the Zoning Board of Adjustment. I have a fair amount of experience in community design and development, architecture and "New Urbanism" principles. I love the city of Minneapolis and, for the most part, I love the way the city is changing and embracing the future and (for the most part) respecting it's rich heritage.

List issues you believe the committee should address:

Best practices in neighborhood design and development. Check density and infrastructure.
Balance development with current and future neighborhood needs.

List names, addresses and telephone numbers of no more than 3 references

Name	Address	Phone Number
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

List any financial interests (where required) or associations with which you are involved that may present a conflict of interest:

3 or 4 times in the past 30 years, my employer, Vujovich Design Build, has come before the Zoning Board of Adjustment seeking a variance. I would expect to recuse myself should that happen in the future.

08/02/2006

Application for Appointment to a City of Minneapolis Board, Commission, Committee or Task Force

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Title of the Board, Commission, Committee or Task Force this application is for
Zoning Board of Adjustment

Name: Bruce D. Manning	Ward: 13
Signature: 	Date: 10/01/07

Occupation: 	Employer: 
Employer's Address: 	

Describe your background related to any required or desirable qualification listed in the Notice. Include applicable experience with civic, professional or volunteer organizations and other city boards or commissions. List any awards or special recognition.
This would be my first service on a city board or commission. I am a practicing attorney, a 2007 <i>Rising Star</i> as noted by <i>Minnesota Law and Politics</i> magazine, and I have studied land use, planning, and zoning in law school. I also have a master's degree in public policy from the University of Michigan. My job before law school was working at a (now defunct) non-profit here in Minneapolis that worked with local governments and agencies (like school boards, the MPCA, and the Secretary of State) on improving decision making processes by gathering citizen input.

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Home and/or Wireless Telephone Number: [REDACTED]	Work Telephone Number: [REDACTED]	Fax: [REDACTED]
E-Mail Address: [REDACTED]		

List the reasons you want to serve on this body:

I have always had an interest in serving in local government. My first job out of college was at the (now defunct) Jefferson Center here in Minneapolis where I worked with local governments and state agencies to help gather citizen input to guide and improve decision making on various policy issues. I then went at earned a Masters degree in Public Policy. During law school, I took classes on administrative law and land use, zoning and public policy. The specific interest in the Zoning Board of Adjustment is three-fold. First, as a six-year southwest Minneapolis resident, I have seen a lot of change—good and less good—in my neighborhood and in the city as a whole, that has inspired be to want to get involved. Second, after getting my own variance last week and working with the talented City Planning folks in that process, I realized that there are a lot of smart people working hard to do a good job in this area, and I like working with smart people. My third reason is more abstract and intellectual; there is something curious and compelling about the intersection between ordinances of general applicability and the Board's power to make exception to these rules where broader interests prevail.

List issues you believe the committee should address:

I would not come to the Board with a particular overriding philosophy. I believe that the Board should recognize the reasons and benefits for the various ordinances and regulations, but also encourage and foster good design that maintains and creates value in our neighborhoods.

List names, addresses and telephone numbers of no more than 3 references		
Name	Address	Phone Number
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

List any financial interests (where required) or associations with which you are involved that may present a conflict of interest:

None